

# **Administrative and Logistic Responsibilities for DoD Dependents Schools**



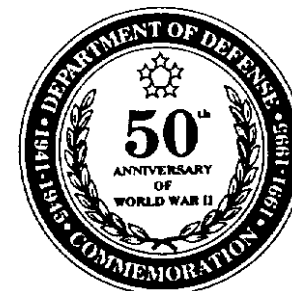
**Department of Defense,  
Office of the Under Secretary of Defense’.”.  
(Personnel and Readiness)**

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FORCE MANAGEMENT  
POLICY

ASSISTANT SECRETARY OF DEFENSE  
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WASHINGTON, D.C. 20301-4000



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FOREWORD

This Manual is issued under the authority of DoD Directive 1342.6, "Department of Defense Dependents Schools (DoDDS) ", " October 13, 1992. It prescribes uniform procedures for the DoD Components to follow when providing administrative and logistic support to the DoDDS.

DoD 1342.6-M-1, "Administrative and Logistic Responsibilities for DoD Dependents Schools, " October 1978, is hereby canceled.

This Manual applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Unified and Specified Commands, the Defense Agencies, and the DoD Field Activities administratively supported by the OSD (hereafter referred to collectively as "the DoD Components"). To the extent that Military Services issuances or publications conflict with this Manual, this Manual shall govern.

This Manual is effective immediately and is mandatory for use by all the DoD Components. The heads of the DoD Components may issue supplementary instructions only when necessary to provide for unique requirements within their DoD Components. Such supplements must be coordinated and approved by the DoDDS before implementation.

Send recommended changes to the Manual through channels to:

Department of Defense  
Office of Dependents Education  
4040 N. Fairfax Drive  
Arlington, VA 22203-1635

The DoD Components may obtain copies of this Manual through their own publications channels. Other Federal Agencies and the public may obtain copies from the U.S. Department of Commerce, National Technical Information Service, 5285 Port Royal Road, Springfield, VA 22161.

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REFERENCES

- (a) DoD Directive 1342.6, "Department of Defense Dependents Schools (DoDDS), " October 13, 1992
- (b) Dependents Schools Regulation 5550.9, "Department of Defense Dependents Schools Compensation for Extra Duty Assignments, " October 7, 1988
- (c) DoD Instruction 4000.19, "Interservice, Interdepartmental, and Interagency Support," April 15, 1992
- (d) DoD Directive 1015.5, "DoD Student Meal Program," October 11, 1983
- (e) DoD Directive 1342.13, "Eligibility Requirements for Education of Minor Dependents in Overseas Areas," July 8, 1982
- (f) DoD 4525.8-M, "DoD Official Mail Manual," July 1987, authorized by DoD Directive 4525.6, May 5, 1980
- (g) DoD 4500.36-R, "Management, Acquisition, and Use of Motor Vehicles, "March 1994, authorized by DoD Directive 4500.36, April 10, 1985
- (h) DoD Instruction 1010.13, "Provision of Medically Related Services to Children Receiving or Eligible to Receive Special Education in DoD Dependents Schools Outside the United States", August 28, 1986
- (i) DoD Instruction 1342.12, "Education of Handicapped Children in the DoD Dependent Schools", December 17, 1981
- (j) DoD Instruction 6205.1, "Immunization Requirements for DoD Dependents Schools, Section 6 Schools, and Day Care Centers Operated by the Department of Defense (HA)," May 29, 1985
- (k) Defense FAR Supplement (DFARS), current edition
- (l) DoD 4000.25-7-M, "Military Standard Billing System (MILBILLS)", January 1985
- (m) Dependents Schools Manual 4100.2, "Material Management Manual," current edition
- (n) Federal Acquisition Regulation, current edition
- (o) DoD Directive 7150.5, "Responsibility for Programing and Financing Facilities at DoD Installations Utilized by Two or More DoD Components," August 26, 1978
- (p) DoD Instruction 7040.4, "Military Construction Authorization and Appropriation," March 5, 1979
- (q) DoD Instruction 4165.56, "Relocatable Buildings," April 13, 1988
- (r) Joint Federal Travel Regulations, Volume 1, "Uniformed Service Members," current edition
- (s) Joint Travel Regulations, Volume 2, "Department of Defense Civilian personnel," current edition

- (t) DoD 7220.9-M, "Department of Defense Accounting Manual," October 1983, authorized by DoD Instruction 7220.9, "DoD Accounting Policy," October 22, 1981
- (u) NAVSUP PUB 437, "MILSTRIP/MILSTRAP," **July** 1991
- (v) Naval Supply Systems Command Manual, Volume II, "Supply Ashore," February 1976, Reprinted August 3, 1990
- (w) Memorandum of Understanding between the Department of the Navy and the DoD Office of Dependents Schools, "U.S. Navy Supply Support of Department of Defense Overseas Dependents Schools", June 16, 1976
- (x) NAVCOMPT Manual, Volume III, "Appropriations, Cost, and Property Accounting (Field)," April 25, 1952